

State of Nevada PS: Capitol Police Division

Version Date: 2/28/2014

2009050 Annual Statistical Report

Reviewed: 09/09/2009

Description: These are the annual printed statistical reports about the Crime/Incident Reports. The records may contain but are not limited to: Dates of incidents; Incident number; Synopsis of crime/incident.

Retention: Retain a copy of this report for a period of ten (10) calendar years from the date of printing.

Disposition: Destroy Securely

2009007 Capitol Police Personnel (Pre-Post) Training Files

Reviewed: 09/09/2009

Description: These records document the pre-POST (Peace Officers Standards and Training Commission) training given to personnel of the Division. The records may contain but are not limited to: Copies of training records; Copies of personnel records; Related correspondence.

Retention: Retain these records for a period of thirty-five (35) calendar years from the date an individual becomes a peace officer in the State of Nevada, or six (6) calendar years from the known death of the individual, whichever occurs first.

Disposition: Destroy Securely

2009009 Crime Statistics Database

Reviewed: 09/09/2009

Description: These records contain information about the Crime/Incident Reports and are used for general indexing and statistical reporting purposes. The records may contain but are not limited to: Dates of incidents; Incident number; Names and other data of persons and officers involved; Synopsis of crime/incident.

Retention: Retain these records for a period of ten (10) calendar years from the date of entry.

Disposition: Destroy Securely